

City of Winsted  
Park Commission  
Monday, April 14, 2014  
5:00 p.m.

Park Commission Members Present: Steve Ebert  
Tim Fury  
Petie Littfin  
Bonnie Quast – City Council Liaison

Absent: Kimberly Moen  
Jordan Wolfe

Staff Present: Clay Wilfahrt, City Administrator  
Raquel Kirchoff, Administrative Assistant

**1) Call the Meeting to Order**

Mr. Ebert called the meeting to order at 5:00 p.m.

**2) Approval of Minutes – March 10, 2014**

**Ms. Littfin made a motion to approve the minutes of the Park Commission Meeting on March 10, 2014. Mr. Fury seconded the motion. Motion carried 3-0.**

**3) No Staff Report**

**4) No Old Business**

**5) New Business**

**a) Park Projects**

Mr. Wilfahrt stated that at the last Park Commission meeting, the Commission requested that staff bring forward projects that could be part of the 2014 budget. Recently, staff has been approached about several projects for Winsted parks. One project is for improvements to Campbell Field, and the second project is for a permanent fence at Southview Field. Staff has briefly researched both projects, however, the Park Commission only has \$6,000 to spend annually, and both of these projects will not fit within that budget. Staff would like to know which of the two (2) projects the Commission would like to prioritize for this year. Mr. Wilfahrt explained the two projects as follows.

**Campbell Field Improvements**

Campbell Field is the home of the Winsted Wildcats. The field is booked 61 days annually. The Winsted Baseball Association takes care of the field and its scheduling. The City owns the field and participates financially in many of the projects that occur on Campbell Field.

The Winsted Baseball Association recently developed plans to add bleachers, a bull pen, cloth shade, retaining walls, a party deck and a new dugout to Campbell Field. The improvements will make the field eligible for tournaments. The City Council helped the Winsted Baseball Association pay for the engineering and design of the plans in 2013.

The total cost of the project would be split between the Winsted Baseball Association and the City of Winsted. The estimated cost of the entire project is \$80,000, and the City would likely be asked to contribute \$4,000 to \$6,000 annually for the next seven (7) years. The Winsted Baseball Association would like to start the project in the fall of 2014, with a goal of hosting a tournament in the summer of 2016.

**Southview Field Permanent Fence**

The Winsted Little League Association holds games and practices at Southview Field. The field currently has access to a temporary fence that is nearing the end of its useful life. The fence is necessary for some games and tournaments, and providing a permanent fence would be a long-term solution for the field. The Winsted Little League Association has indicated that a permanent fence would cost roughly \$7,500.

Mr. Ebert stated that Mr. Rick Baumann of the Winsted Little League estimates that they can pay approximately \$4,000 - \$5,000 of the fence cost. The estimate needed from the City would be approximately \$3,000 - \$4,000. If a fence is installed at Southview Field, Winsted meets the requirements to host Little League ball tournaments. The Winsted Little League would like to host tournaments beginning in the summer of 2015.

Council Member Quast asked if money could be contributed to both projects because it is difficult to determine importance of one project over the other, as tournaments for both organizations would draw people to Winsted. Mr. Wilfahrt stated that the City Council could consider a budget amendment to fund both projects.

Ms. Littfin asked if there are any grants that could help fund these projects. Mr. Ebert stated that Mr. Baumann is trying to obtain grant money to improve Winsted Little League fields. Mr. Wilfahrt stated that he could research to see what grants may be available.

Mr. Fury stated that he is in favor of staying within the Park Commission's budget and trying to help both projects within the current budget, while possibly contributing first to the Winsted Little League because the need to install the fence this year may be more pressing. The City could consider a commitment to the Wildcats for next year and beyond.

Mr. Wilfahrt stated that he could bring a formal proposal for the Southview Field fence to a future Park Commission meeting and the members could consider a motion to recommend that the City Council fund a portion of the fence.

Council Member Quast stated that Mr. Fran and Mrs. Carol Kappel, 413 Andy Avenue West were present at the meeting in support of the Campbell Field improvements project being funded. Council Member Quast continued by stating her concerns of the poor condition of the dugout at Campbell Field on the third base line.

The Park Commission members requested more information to be brought to a future meeting including how much money the Park Commission has available to contribute, the final dollar amount that the Winsted Little League is requesting for the fence at Southview, if the entire project has to be completed all at once for Campbell Field, or if Wildcats can start the project with the dugout replacement.

Mr. Fury stated that the Park Commission needs to review carefully if they are going to commit funds for six (6) to seven (7) years to the Winsted Wildcats because there will be other park improvements needed that are not related to ball games. Mr. Fury stated that \$6,000 is a not a large budget, and committing 70% of that budget to improvements for Campbell field does not leave money for other needed improvements. He continued by asking if the City Council would consider the amount requested by the Winsted Wildcats outside of the regular \$6,000 annual improvement budget of the Park Commission.

Council Member Quast asked Mr. Kappel what the Winsted Wildcats Association has received in funds from the City in the past. Mr. Kappel stated that currently, the City is not contributing any funds to the Wildcats. In the past, the City has contributed \$5,000 annually to the Association, but that ceased approximately four (4) years ago, when the economy troubles hit.

Mr. Wilfahrt stated that the City Council could have a Park Commission budget discussion to determine if the budget could be raised in future years to help fund the Campbell Field improvements.

Mr. Wilfahrt summarized that he would work on the following items; obtain quotes for the Southview fence for a future meeting, discuss the Campbell Field improvements with their representatives, especially regarding the safety concern of the dugout and possibly present quotes for that project at a future meeting, research if grants are available to help fund the projects, include a Park Commission budget increase discussion with the City Council's annual budget discussions to help fund Campbell Field improvements.

Mr. Fury asked if the City was liable if there are safety issues because of the condition of the dugout at Campbell Field. If there are safety issues, the repair should be a priority.

## **6) Announcements**

Mr. Wilfahrt stated that the May meeting will be a tour of the parks to note conditions of the parks and action items needed.

Ms. Littfin asked if there was any new information regarding the trees in the parks that appeared to be dead. Mr. Wilfahrt stated that he would find out if there was any new information regarding the trees.

Ms. Kappel stated that there is a dead tree that is near Campbell Field but belongs to Flagship Insurance, 131 6<sup>th</sup> Street North. Flagship Insurance has stated that they will take care of the tree.

**7) Adjournment**

**Ms. Littfin made a motion to adjourn the meeting. Mr. Fury seconded the motion. Motion carried 3-0.**

**The meeting adjourned at 5:30 p.m.**

*Clay Wilfahrt*

Clay Wilfahrt  
City Administrator  
City of Winsted

ATTEST:

*Raquel Kirchoff*

Raquel Kirchoff  
Administrative Assistant  
City of Winsted